

DATE: February 20, 2006

TO: Wisconsin Emergency Management County Directors

FROM: Jerry Haberl, State Training Supervisor

SUBJECT: Training Recruitment: **WEAPONS OF MASS DESTRUCTION RADIOLOGICAL/NUCLEAR AWARENESS COURSE (*TRAIN-THE-TRAINER*) – (AWR 140TtT)**

Wisconsin Emergency Management, in partnership with the Office of Justice Assistance, will sponsor the training course entitled **Weapons of Mass Destruction Radiological/Nuclear Awareness (*Train-the-Trainer*) Course – (AWR140TtT)** scheduled for **MAY 19, 2006 at Volk Field, Camp Douglas, Wisconsin**. The course will begin at **8:00 a.m.** on Friday, May 19, 2006 conclude at approximately **4:00 p.m.** Dress is casual.

This course will prepare trainers to deliver a six-hour Radiation Awareness Course using a prepared lesson plan. Each participant will have an opportunity to learn the basics of presentation, classroom discussion and will present a portion of the course as a part of the training. After completing the training, participants are eligible to conduct courses for their agency and surrounding jurisdictions.

We are requesting that you recruit attendees who would benefit from this course, such as Emergency Management, Military, Emergency Medical Service, Fire Service, Governmental Administrative, Hazmat, Law Enforcement, Health Care, Public Health, Public Safety Communications, and Public Works.

If you travel more than **50 miles one way**, and do not wish to commute, **we will make reservations** for you at Volk Field. Wisconsin Emergency Management will provide lodging for those traveling 50-miles or more, one way, and meals for all participants; however, the cost of travel, and any other incidental expenses associated with your stay are a local responsibility. Additional administrative information will be provided in letters of confirmation to be sent when the course rosters are finalized.

Please have prospective attendees complete the attached registration information sheet and return it to your County Director no later than **APRIL 19, 2006**.

Thank you for helping us to bring emergency management training to your community. If you should have any questions, or need further information, please call your County Director or Lisa Olson-McDonald at (608) 427-1794.

Encl: Registration Form

cc: WEM Management
Regional Offices
Hazardous Materials Regional Teams
Lisa Olson-McDonald

REGISTRATION INFORMATION
**WEAPONS OF MASS DESTRUCTION RADIOLOGICAL/NUCLEAR
RESPONDER AWARENESS *TRAIN-THE TRAINER* – (AWR140 TtT)**
MAY 19, 2006
VOLK FIELD, WI

Please complete the information below and send it to your County Director by April 18, 2006. County Directors must submit this registration to their Regional Office no later than April 19, 2006. Due to the demand for Emergency Management Training, we recommend that you submit your application as soon as possible. (Reproduce this sheet locally for any additional people)

(Please Print Clearly)

NAME: _____ SIGNATURE _____

SOCIAL SECURITY NUMBER: _____
(MUST BE PROVIDED TO REGISTER)

TITLE _____ AGENCY _____

HOME ADDRESS: _____

CITY: _____ ZIP CODE: _____ COUNTY _____

WORK PHONE # _____ FAX# _____

E-MAIL _____ DATE OF BIRTH: _____

State Privacy Provision

Authorization: Wisc Stats 166.03 and E.O. 9397.

Disclosure: Disclosure of personal information is voluntary; however, nondisclosure may result in a delay in processing your application.

Secondary Purpose: In accordance with Wisconsin Privacy Provision 15.04(m) Wisc Stats, the personal information you provide may be used for purposes other than for which it was collected.

LODGING INFORMATION

_____ I live within 50 miles and don't need a room.

_____ I live more than 50 miles away and will need a room for the following night(s):

(PLEASE CIRCLE THE NIGHT(S) YOU WILL NEED A ROOM)

THURSDAY, MAY 18, 2006

Do you require any special accommodations for a physical disability? _____

Signature of County EM Director _____

Signature of Regional EM Director _____